

# Professional Ethics

## *Confidentiality*

Demonstrate the ability to keep school/district information confidential. All student records and reports should be handled with care. They are maintained in order to provide information on child development for the professional staff. It is essential that, as a teacher, you are careful not to divulge any confidential information that has been received from contact with children and other people in the profession.

## *Responsibilities*

Certificated substitutes are responsible for knowing the principles of child development, accepted teaching techniques, the educational program, and the rules and regulations of the Prairie View District. The two latter responsibilities can be fulfilled by familiarizing yourself with the information in this student handbook and any other materials that are given to you by the district office and individual schools.

## *Discernment*

Maintain high professional and ethical standards in your contacts with pupils, teachers and parents. Refrain from expressing opinions of, or, comparisons between, various buildings and/or teachers for which you may substitute.

Understanding, not criticism, will go far in making your teaching assignment more pleasant for you and others around you. Instead of expressing comparisons among classrooms, teachers and schools, you should make every effort to carry on the program of the regular teacher and to fit in with the existing schedule.